



Public Service Commission of Wisconsin

Burneatta Bridge, Chairperson
Ave M. Bie, Commissioner
Robert M. Garvin, Commissioner

610 North Whitney Way
P.O. Box 7854
Madison, WI 53707-7854

December 4, 2003

To: PSC Stakeholders

Re: Electronic Regulatory Filing - Full Scale Implementation

Dear PSC Customers:

In May 2003, the Public Service Commission (PSC) notified you that we were intending to embark on an historic project to begin processing and publishing documents related to our formal cases in electronic form, rather than on paper. Our new Electronic Regulatory Filing (ERF) system was developed to allow us to: a) reduce time necessary to make decisions on proposed actions; and b) significantly increase access to information on formal PSC cases. Our earlier letter invited all of you to an informational meeting to describe the new system and process for participating in PSC formal cases.

In July 2003, we held our ERF informational meeting, at which time we demonstrated the new web site and software application and answered questions about the ERF process. Since that time, we have been conducting pilot testing on select dockets to insure that the system is fully functioning and that all parties involved are familiar with the process. We have received a number of comments and suggestions on the system and have incorporated the necessary changes into the system. We appreciate the input of all those who have participated in this process.

Accordingly, we believe we are now ready to begin full-scale implementation of the ERF system for the majority of formal cases. Although we considered a somewhat slower, "phased-in" approach, the feedback received to date from those who have used the system has been very positive. Many of these same users have encouraged us to move forward quickly to expand the number of formal cases that can be conducted in electronic form. We have already expanded our requirements to call for all confidential documents to be filed electronically. Now we would like to expand the requirements to include most formal cases.

Therefore, as of January 1, 2004, all new formal case applications and subsequent filings of documents in those cases should be filed with the PSC in electronic form according to the instructions and guidelines found on the PSC's ERF web site at: http://psc.wi.gov/a_erf_public/default.aspx.

Water:	All cases
Telecommunications:	All cases
Electric:	All cases, except Affiliated Interest Agreements
Natural Gas:	All cases, except Construction and Affiliated Interest Agreements

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If you have not yet had the opportunity to use the web site, I would encourage you to visit the site and use the "test" docket of 16255-TI-100 to try out the system and upload files. You can also look at the documents that have been filed to date and review the instructions and Frequently Asked Questions (FAQ) document to learn more about the system and the process. Please note that cases which were filed on paper prior to January 1, 2004, will continue to be processed using the paper system.

All participants in PSC proceedings will be able to file documents electronically at the PSC's web site. They will also be able to receive e-mail notification when documents are filed in which they have expressed an interest. In addition, they will be able to search through the PSC document repository to find all documents in a formal case that are useful to them.

The PSC has always valued innovation and encouraged its use as a means to fulfill customer needs. I believe innovative solutions and new ideas can improve the future for all Wisconsin citizens and businesses. The PSC can conduct its business more efficiently and provide better customer service to all of its stakeholders by fully implementing this new Electronic Regulatory Filing (ERF) system.

If you have any questions about the technical functions of the ERF system, please feel free to contact Paul Newman, the PSC's Chief Information Officer, at 608-267-5112 or via e-mail at paul.newman@psc.state.wi.us. If you have general questions about the process of electronic filing or instructions on formatting, etc., please contact our Records Management Unit at 608-261-8524 or via e-mail at pscsecs@psc.state.wi.us. Thank you in advance for your participation and cooperation in implementing this new process.

Sincerely,



Burneatta Bridge
Chairperson

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